

EDUCATION AND TRAINING POLICY AND REQUIREMENTS

1. General. All Navy military personnel shall be educated about Navy drug and alcohol abuse policies, programs, resources and measures to avoid alcohol and drug abuse. Specific training is required for individuals in leadership and supervisory positions to identify alcohol-related problems and to provide support in command aftercare. Training shall be provided for all personnel filling positions in the Navy Drug and Alcohol Abuse Program such as Alcohol and Drug Control Officers (ADCOs), Drug and Alcohol Program Advisors (DAPAs), and Urinalysis Program Coordinators (UPCs). Clinical training, supervision, and certification are required for all health care providers who conduct or supervise alcohol and drug abuse services. Awareness education will be offered to Navy family members on a voluntary basis.

2. Responsibilities

a. Commander, Navy Personnel Command (COMNAVPERSCOM) (PERS-6) is the program manager for all alcohol and drug abuse awareness and prevention education and training programs, including Alcohol-AWARE, Alcohol and Drug Abuse Managers/Supervisors (ADAMS), DAPA course, and PREVENT 2000. COMNAVPERSCOM (PERS-6) is responsible for the quality assurance and evaluation of awareness and prevention education and has curriculum approval authority. Scheduling of Alcohol and Drug Abuse Prevention Education and Training is published each fiscal year by PERS-60. Responsibilities for training development, delivery, and quality assurance may be delegated to COMNAVPERSCOM training detachments: Drug and Alcohol Program Management Activity (DAPMA) Norfolk and San Diego. COMNAVPERSCOM (PERS-6) is responsible for the development or procurement of media, public information, and programs for use by Navy commands in their prevention and deglamorization efforts.

b. Chief of Naval Education and Training (CNET) shall provide drug and alcohol abuse education for enlisted recruits, Senior Enlisted Academy, officer candidates (except Naval Academy), and officers in pre-fleet assignment or entry programs. Alcohol and drug abuse prevention information shall also be provided in leadership courses and in the General Military Training (GMT) program.

29 June 1999

c. Chief, Bureau of Medicine and Surgery (BUMED) shall provide alcohol and drug abuse training, education, clinical supervision, and certification programs for Navy drug and alcohol counselors and other medical professionals who provide evaluation and intervention/treatment services to members with substance abuse problems.

d. The Superintendent, U.S. Naval Academy shall incorporate substance abuse prevention education into the standard curriculum under the cognizance of the CNO.

e. The Chief of Chaplains of the Navy shall train members of the Chaplain Corps to identify abusers and to counsel and refer Navy personnel and their family members.

f. Unit commanders, COs and OICs shall ensure that assigned personnel receive periodic drug and alcohol abuse education, including requirements for AWARE and ADAMS, and the training required by this instruction for members assigned as the DAPA or for other command functions related to the alcohol and drug abuse prevention program.

3. Education Requirements

a. Initial Entry. All new Navy entrants shall receive education on alcohol and drug abuse awareness and prevention, Navy policies and the disciplinary consequences of abuse. Education for officer candidates shall include similar prevention information plus the responsibilities of junior leaders in maintaining military discipline and enforcing the law. Entry level education shall be completed before commissioning or within 90 days after entry on active duty.

b. Command Indoctrination. Drug and alcohol abuse education shall be included as part of each command's indoctrination of new personnel. It should be presented by the DAPA and should include a description of the command's policies, as well as programs and local resources.

c. Periodic Awareness Through General Military Training (GMT). Drug and alcohol abuse awareness education is scheduled periodically through the CNET GMT program. COMNAVPERSCOM (PERS-

6) will provide assistance in developing lesson plans and audio-visual materials.

d. ALCOHOL-AWARE. ALCOHOL-AWARE is basic alcohol awareness training for use at Navy commands. It targets junior enlisted (E1-E4) and junior officers (O1-O3). All Navy personnel shall complete the AWARE course within 2 years of completion of recruit training or other accession point entry. Course completion shall be documented as a page 4 entry. Additionally, commands are encouraged to document a page 13 entry as evidence of the fact that the member has been made aware of the risks of alcohol misuse and the command policy. Commands are strongly encouraged to use AWARE, in whole or in part, as part of their indoctrination program, as refresher education, as part of alcohol abuse stand downs, or in any manner that best suits the command's alcohol abuse prevention and deglamorization efforts.

e. Personal Responsibility and Values Education and Training (PREVENT 2000). PREVENT 2000 focuses on the themes of personal responsibility and Navy Core Values. PREVENT 2000 is a 24-hour prevention education and health promotions course targeting the 18-25 year age group. It covers alcohol and drug abuse, interpersonal responsibility, financial responsibility, health and wellness, and also teaches important life skills such as communications and decision making. PREVENT 2000 is to be used for prevention education and health promotion only. It is not considered treatment. Individuals with alcohol incidents should not be sent to PREVENT 2000 unless there is no other option or screening indicates they do not meet the criteria for ALCOHOL-IMPACT or other intervention programs. All Navy members in the target age group should attend PREVENT 2000 within 4 years of accession. Integration of PREVENT 2000 contributes toward command prevention program requirements.

f. Alcohol and Drug Abuse Managers/Supervisors (ADAMS). ADAMS consists of two short, interactive education courses for Navy managers and supervisors and one 5-day course for training command personnel in facilitating the ADAMS for supervisors course.

(1) ADAMS for Managers. The ADAMS Manager course is a half-day seminar designed for COs, XO's and CMCs, or other senior

29 June 1999

command personnel. It is a career requirement. This course should be incorporated into the training pipeline for CO, XO, and CMC-designated personnel. Other senior members are highly encouraged to complete ADAMS Manager also. The course focuses on managing substance abuse issues at the command and community level. It is a practical leadership course in the prevention and deglamorization of alcohol abuse and the deterrence of drug use. ADAMS Manager is offered through the Drug and Alcohol Program Management Activities (DAPMA) in Norfolk and San Diego. It may also be offered through selected pipeline training and via video tele-training.

(2) ADAMS for Supervisors. The 1-day ADAMS for supervisors is designed to provide Navy supervisors with knowledge and skills in alcohol and drug abuse prevention, recognition and documentation, intervention and aftercare. It is required for all E-5 and above personnel in first-line supervisory positions. Civilians who supervise naval military personnel should also attend ADAMS supervisor training. The training shall be accomplished within 2 years of attaining such a position. Because policy and programs are subject to change, ADAMS for supervisors should be repeated every 5 years.

(3) Collateral Duty Command ADAMS Facilitators. COs are encouraged to select qualified personnel for training and certification to provide the ADAMS supervisors training to their own commands. The ADAMS facilitator training is a 5-day course followed by a certification process. Candidates must be E-6 and above or O-3 and above. Course availability is published each fiscal year by COMNAVPERSCOM (PERS-6) or may be obtained from PERS-60 or DAPMA Norfolk and San Diego.

4. Training Requirements

a. Program Management Training. COMNAVPERSCOM (PERS-6) and its field activities will provide training and technical assistance to local Navy commands and second echelon personnel who administer alcohol and drug prevention and deglamorization programs.

b. ADCO. ADCOs shall complete the DAPA Course. In addition, attendance at ADAMS, AWARE, and PREVENT 2000 are

strongly recommended since these are major courses which the ADCO will oversee.

c. DAPA. Members assigned as DAPAs and assistant DAPAs are required to complete the DAPA course within 90 days of appointment unless they have previously completed the course not more than 3 years prior to appointment. The DAPA course is provided by COMNAVPERSCOM (PERS-6) and its field activities. The DAPA course includes Navy policy and procedures, and it also focuses on prevention skills and aftercare monitoring. Graduates of the DAPA course are highly qualified to run a command program, monitor command aftercare and deliver training such as AWARE.

d. Alcohol Training for MWR Personnel. Personnel employed in Navy recreation facilities with the responsibility to sell or serve alcoholic beverages shall complete appropriate server training or equivalent to ensure compliance with Navy and local regulations and statutes, enforcement of policies related to underage drinking, encouragement of alternatives, and the promotion of designated driver programs. Above all, server personnel shall be trained to recognize and to not serve those patrons who are impaired, and to take appropriate action to reduce the potential for the patron becoming involved in an alcohol-related incident.

5. Advertisement and Availability. COMNAVPERSCOM (PERS-6) will advertise the availability of alcohol and other drug training through the annual publication of Scheduling of Alcohol and Drug Abuse Prevention Education and Training and via electronic media on the PERS-6 Navy Drug and Alcohol Abuse Prevention World Wide Web site (NAVDWEB.SPAWAR.NAVY.MIL). Course development, changes in training or education requirements, and the availability of multimedia productions also will be announced through Drug and Alcohol Program Advisories and Right Spirit Bulletins.